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| **Minutes** |
| Meeting held: St Georges & Priorslee Parish Meeting |    |
| Date: Tuesday 18th June 2019 7pm at St Georges & Priorslee Parish Centre |
| Chairman: Cllr Mrs Brenda Richards  |
| Minute Taker: Wendy Tonge ( Parish Clerk) |
| Present: |
| Councillors: | D Wright  | Mrs B Richards | S Handley |
|  | Mrs M Warner | E Dabbs | R Cadman |
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| In attendance: | 5 Members of the public | Mrs A Atkinson (Community projects & events officer) | Ms J Ellis (Parish Support Officer) |
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| 37/20 | Public Question time |  |
|  | Blocked drains New St/Albion StNotification was received that the roadside drains remained blocked – Cllr D Wright undertook to report the matter to Telford & Wrekin Council. |  |
| 38/20 | Apologies |  |
|  | R Overton - HolidayR Williams – HolidayS Overton – IndisposedI Fletcher – Borough DutiesMrs V Fletcher – Borough Duties |  |
| 39/20 | Declarations of interest |  |
|  | Cllr D Wright declared an interest on all planning matters due to his Cabinet responsibility for Telford & Wrekin Councils Local Development Plan, and reserved his right to comment on applications where appropriate. Members agreed that they would make any other declarations if they arose during the meeting. |  |
| 40/19 | Minutes of previous meeting |  |
|  | Resolved: that the minutes of the parish council meeting held on 21st May 2019, having been circulated be signed by the Chairman as a true record |  |
| 41/20 | Clerks update on matters arising |  |
|  | Policies & ProceduresDraft copies of a Bullying & Harassment Policy and amended Communication Policy, have been previously distributed to members for comment. |  |
| 42/19 | Planning |  |
| (a)(b) | **Planning Application received from Telford & Wrekin Council for consideration**1.Application number TWC/2019/0418Site address7 Board Close, St Georges, Telford, Shropshire, TF2 9PPDescription of proposal Erection of a two storey rear extensionRecommendation made under delegated powers: No objection2. Application number TWC/2019/0443Site address:12 Buttermere Drive, Priorslee, Telford, Shropshire, TF2 9REDescription of proposal: Erection of a first floor side extension over existing garage and utilityRecommendation made under delegated powers: No objection3.Application numberTWC/2019/0457Site addressTelecommunications Mast, Canongate Depot, Canongate, Oakengates, Telford, ShropshireDescription of proposal:Replacement of the existing 15.0m monopole with a 20.0m high slimline lattice mast supporting 6no. antenna apertures, 4no. dishes and installation of 8no. ground-based equipment cabinetsRecommendation made under delegated powers: Objection – concerns for the height of the proposed Mast, possible intrusion on neighbouring properties.4. Application number TWC/2018/0980Site address: 64 Priorslee Road, St Georges, Telford, Shropshire, TF2 9EBDescription of proposal: Erection of a front porch, single storey side and rear extension and a detached garage \*\*\*Amended description and amended plans received\*\*\*Recommendation: No objection5. Application number TWC/2019/0480Site address 85 Coniston Drive, Priorslee, Telford, Shropshire, TF2 9QZDescription of proposal Erection of a single storey side and rear extensionRecommendation: No objection6.Application number TWC/2019/0492Site address 4 Lapwing Gate, Priorslee, Telford, Shropshire, TF2 9SUDescription of proposal Erection of a single storey rear extensionRecommendation: No objection**Plans received and ‘Full Granted’ by Telford & Wrekin Council**1.Application number: TWC/2019/0335Site address: 20 Cover Drive, St Georges, Telford, Shropshire, TF2 9NLDescription of proposal:Garage conversion2.Application number:TWC/2019/0279Site address:Eyton House, Snow Hill, St Georges, Telford, Shropshire, TF2 9LADescription of proposal:Conversion of first floor of existing garage into living accommodation and the installation of a rear dormer window and skylights \*\*\*Amended plans received\*\*\*3.Application number TWC/2019/0280Site address Elephant And Castle, Stafford Street, St Georges, Telford, Shropshire, TF2 9JQDescription of proposal:Installation of no.1 condenser and 2no. air conditioning units within the first floor external plant compound4.Application number TWC/2019/0237Site address: Land West of, Castle Farm Way, Priorslee, Telford, Shropshire, Description of proposal: Installation of a temporary access and sales car parking (12 months) |  |
| 43/20 | Finance - Accounts |  |
| (a)(b) | **Resolved: that the following accounts due for payment in June 2019 be approved**

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| **Name** | **Particulars** | **Amount**  | **Detail** |
| Staff Salaries | Wages | £2,256.58 | Standing Order |
| Inland Revenue | NI & Income Tax June 2019 | £473.54 | Bank Transfer |
| Shropshire County Pension | June 2019 contribution | £505.83 | Bank Transfer |
| Novascope | ID Badges | £33.00 | Bank Transfer |
| DM Payroll Services Ltd | Audit Review | £210.00 | Bank Transfer |
| Rialtas business solutions Ltd | Year- end closedown | £748.44 | Bank Transfer |
| St Georges Primary School | Contribution to heating & lighting for Parish Centre | £1,000 | Bank Transfer |
| A H Fong Shui David Chiu Ltd | Contribution towards CCTV siting | £50.00 | Cheque Number011363 |
| Anthony’s Gardening Service | Lawn Cutting | £280.00 | Bank Transfer |
| Birchall Engineering | Bi-Annual Maintenance of boiler at PC | £44.25 | Bank Transfer |
| S & E Irving | Bus Shelter repair | £84.00 | Bank Transfer |
| Nobridge Nurseries | Play area inspections | £120.00 | Bank Transfer |
| Nobridge Nurseries | Summer hanging baskets | £6,538.80 | Bank Transfer |
| Anthony’s Gardening Service | Lawn Cutting | £280.00 | Bank Transfer |
| SJF Design | Printing | £103.00 | Bank Transfer |
| Telford & Wrekin Council | Telephone PC | £19.16 | Bank Transfer |
| S & E Irving | Bus Shelter repair | £58.97 | Cheque Number011363 |
| Lanyards | Lanyards | £7.67 | Credit Card |
| Telford & Wrekin Council | Summer Event Registration | £12.00 | Credit Card |
| Bloomsbury Nursery Ltd | PC Hanging basket | £32.00 | Credit Card |
| S Handley | Photo and Frame | £50.00 | Bank Transfer |
| Amazon | Bunting | £3.98 | Credit Card |

**Grant Allocations**

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| Hope House | Grant | £200.00 | Bank Transfer |
| Shropshire Playing Fields Association | Grant | £50.00 | Cheque Number011364 |
| 1st St Georges Rainbows | Grant | £250.00 | Bank Transfer |
| 1st St Georges Brownies | Grant | £250.00 | Bank Transfer |

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| 45/20 | Internal Audit Report 2018/2019 |  |
|  | A copy of the Internal Auditors Final Report on the Year end Accounts had been previously circulated to all Members.Resolved: That the Internal Report be received and adopted,the Clerk was thanked for a successful Audit. |  |
| 46/20 | Annual return/year end accounts 2018/2019 |  |
|  | A copy of the Annual Return Governance Statement 2018/2019 had been previously circulated to all Members.Resolved: that the Governance Statement and year end accounts be adopted and signed by the Chairman and Clerk.A copy of the accounting statement 2018/2019 had been previously circulated to all Members.Resolved: that the accounting statement 2018/2019 be adopted and signed by the Chairman and Clerk.A copy of intention to display notice of Electors Rights was read out by the Clerk.Resolved: that the display notice of Electors Rights be displayed by the Clerk. |  |
| 47/20 | Community Projects & Events Officer: Update to Members |  |
|  | A verbal update was provided by the CP&E Officer on the following events:* 19th July – Bingo/Fish & Chip Supper night 5-pm at the Parish Centre, limited places available, tickets available from 3rd July from the parish office.
* Summer Fete – Saturday 29t June, 11-2pm at Priorslee Village Green, posters, banners have been distributed.
* Members were asked to give further to consideration to how they would like to see the parish participate in next years Armed Forces 75th Anniversary for VE Day.
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| 48**/**20 | Freestone Avenue Play Area |  |
|  | Details of the quotes received to install fencing to neighbouring properties near the play area, were circulated to members.Resolved: that Priestwood Vision Ltd be awarded the contract at a cost of £5,520(inc VAT). |  |
| 49/20 | Grant Funding Available |  |
|  | A schedule of Grant Applications had been previously circulated to all members for consideration.Resolved: that the following grants be made:1. Hope House - £2002. Wellington Brass Band - Unsuccessful 3. Ironbridge Gorge Brass Band Festival - Unsuccessful4. Shropshire Playing Fields Association - £50.005. 1st St Georges Rainbows - £250.006. 1st St Georges Brownies - £250.00 |  |
| 50/20 | Vice-Chairman’s Chain of office |  |
|  | Resolved: that the Clerk explore the purchase of a replacement chain of office for Council to consider at a future meeting. |  |
| 51/20 | Correspondence |  |
|  | 1. Invitation to Wellington TC Mayor’s Civic Event on 30th June 2019.
2. SALC – Code of Conduct Training for Councillors on 18th July 2019.
3. Exploitation of Vulnerable Adults & Young People Training on 27th,28th June or 9th July 2019.
4. Fundamental for Councillors Training – details to be provided at a later date.
5. Pre-Application Consultation event on 10th July 2019.
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|  | Signed by Chairman………………………………………………Date……………………………………. |  |